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25 April 1952

MEMORANDUM

TO: Chief, Personnel and Procedures Staff, Personnel Office
FROM: Chief, Career Management Division
SUBJECT: Drafts of Personnel Policy

1. Attached are two copies each of the various drafts of the statement of Personnel Policy which the Career Service Committee worked on, with a view to having them signed and issued by the DCI. In theory they are not classified. The plan to have them signed by the DCI is now dead as far as I know.

2. There are scattered through the papers of the Career Service Committee a great many other statements which might be useful in the development of a Personnel Policy. If you'd like, I will attempt to have these abstracted for you.

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C O P Y

8 October 1951

DRAFT

A career service within the Central Intelligence Agency, whose members are selected for their integrity, ability, ingenuity and determination, must be built to meet the present and future intelligence requirements of the United States. In order that maximal use be made of the basic potentialities of all employees, planned programs will be available for the training and development of those who have demonstrated competence by meritorious performance.

Participation in this career service, resulting in a more effective discharge of the Agency's mission, will also accrue benefits to the individual. Such benefits will comprise greater job security, progressive advancement, compensation for occupational hazards and fitting acknowledgement of the requirement of anonymity.

The effective cooperation of all is required in order to ensure the growth of the Agency which is inherent in this program.

/For the signature of the DCI/

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